

## **Application Form – Excellence in Learning and Development**

The “Excellence in Learning and Development” award recognizes organizations that champion a future-focused learning and development (L&D) culture. Winning entries will showcase innovative approaches that leverage technology to deliver personalized, engaging, and measurable learning experiences. Submissions should demonstrate a commitment to developing critical skills aligned with evolving business needs, fostering a culture of continuous learning, and ultimately driving improved employee performance and organizational success.

## Sections in this form

<b>Section 1   Quantitative Section</b> .....	3
Generic Organization Information.....	3
HR Metrics .....	4
Category Metrics.....	5
<b>Section 2   Qualitative Section</b> .....	6
INNOVATION .....	6
SUSTAINABILITY .....	8
IMPACT .....	10

## Section 1 | Quantitative Section

All questions are mandatory, unless stated otherwise; your questionnaire may not be considered complete if these questions are left blank.

### Generic Organization Information

<b>1. Company Name</b>	
<b>2. Date of incorporation</b>	
<b>3. Details of award SPOC</b>	
<i>Name:</i>	
<i>Designation:</i>	
<i>Contact number:</i>	
<i>Email ID:</i>	
<b>4. Nature of Business</b>	
<b>5. Type of Entity</b>	Enterprise
<b>6. Nature of ownership in India</b>	Others
<b>7. In case of other, please specify</b>	
<b>8. Revenues as of FY 2025-26</b>	<INR 50 crores per year

**HR Metrics**

Metrics	Units	FY 2023-24	FY 2024-25	FY 2025-26
Revenue Growth	%			
Profit Growth	%			
Total Employee Headcount – FTE/ Permanent Employees	Nos.			
Total Contractual Employee Headcount	Nos.			
Total HR Employee Strength	Nos.			
HR to Employee Ratio	%			
Gender Diversity Ratio [females to males]	%			
Average Employee Age	Years/Months			
Voluntary Attrition Rate (Annual)	%			
Employee Engagement Scores	On a scale of 1 to 10			

**Category Metrics**

Metrics	How this is measured (formula)	FY 2023-24	FY 2024-25	FY 2025-26
Total Learning and Development (Talent Development) Budget	NA			
Learning and Development Budget Utilization	NA			
Aggregate Training Man-days (All formats)				
Average internal open positions filled through up-skilling/cross-skilling				
Ratio of Promotions to next levels from Trained Cohort				
Trained Employee Turnover				
Organizational Learner NPS				
Average Learning Man-days of employees (All formats)				
Average Learning Man-days of Leadership (All formats)				

## Section 2 | Qualitative Section

*This segment captures the depth and breadth of the organization’s practice. The evaluation criteria are a three-by-three matrix, each unique to the award category. The three pillars of evaluation are Innovation, Sustainability and Impact. Each evaluation criteria clearly defines the expectation. Please go through the definition for each and then share your response in the space provided. Please be sure to include, metrics, success stories, or stakeholder VOCs or anything else to substantiate your responses.*

### INNOVATION

*This criterion recognizes HR practices that are creative and pioneer new approaches, technologies and methodologies to enhance organizational effectiveness, employee engagement, or talent management. Entries must showcase inventive solutions that push the boundaries of traditional HR practices, driving positive change and fostering a culture of creativity within the workplace.*

**1. Customized and Role-Based Learning Approaches**

*The organization implements innovative methods to personalize learning journeys based on employee roles, career stages, or development needs- using diagnostics, skill-gap mapping, or data-driven personalization.*

**Based on the definition provided, use this space to share your response.**

**2. Technology-Enabled Learning Solutions**

*The organization has built or adopted HR platforms that are integrated across functions and offer a seamless user experience for both employees and HR teams — through intuitive design, automation, and mobile-first approaches.*

***Based on the definition provided, use this space to share your response.***

**3. New Delivery Methods Enhancing Learner Motivation**

*The organization experiments with creative delivery formats designed to improve learner engagement, relevance, and satisfaction.*

***Based on the definition provided, use this space to share your response.***

## SUSTAINABILITY

*This criterion recognizes HR practices that are built for long-term impact, with alignment to business goals and the ability to scale and sustain over time. Entries must demonstrate how frameworks, processes, and technologies ensure continuity, adaptability, and strategic relevance—beyond individual initiatives or short-term wins.*

### **1. Integrated and Aligned Learning Strategy**

*The organization has well-defined learning governance, aligned with business goals and workforce strategy, ensuring consistency and long-term relevance across functions and levels.*

***Based on the definition provided, use this space to share your response.***

## 2. Scalable Learning Models

*The organization showcases learning models that adapt to diverse needs, geographies, or scale- such as cohort-based academies, role-based pathways, or multilingual content frameworks.*

***Based on the definition provided, use this space to share your response.***

## 3. Continuous Learning Infrastructure

*The organization invests in platforms, processes, and internal capability that institutionalize continuous learning - with clear accountability and learning ownership.*

***Based on the definition provided, use this space to share your response.***

## IMPACT

*This criteria honours HR practices that deliver measurable and substantial results in advancing organizational objectives. Entries must showcase tangible outcomes such as enhanced organizational efficiency and effectiveness or any other measurable metric as an outcome of the transformative initiative.*

### **1. Improved Workforce Readiness and Productivity**

*The organization provides evidence of measurable upskilling, capability shifts, or improved performance metrics as outcomes of learning interventions.*

***Based on the definition provided, use this space to share your response.***

**2. Career Progression and Internal Mobility**

*The organization demonstrates how learning initiatives contribute to succession readiness, lateral mobility, promotions, or long-term employee growth.*

***Based on the definition provided, use this space to share your response.***

**3. Employee Engagement and Learning Experience**

*The organization captures improved employee sentiment, engagement, or NPS on learning experiences — including fairness of access, personalization, and relevance to career goals.*

***Based on the definition provided, use this space to share your response.***



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